

**Memorandum of the Meeting  
Regular Study Session/Meeting  
Twenty-Eighth Town Council of Highland  
Monday, August 15, 2016**

The regular study session of the Twenty-Eighth Town Council of the Town of Highland was convened at the regular place, the Highland Municipal, 3333 Ridge Road, Highland, Indiana, in the plenary meeting chambers on **Monday, August 15, 2016** at the time of 7:05 o'clock p.m.

**Silent Roll Call:** Councilors Mark Herak, Dan Vassar, Steve Wagner, Konnie Kuiper and Bernie Zemen were present. The Clerk-Treasurer Michael W. Griffin was present to memorialize the proceedings.

*Also present:* Randy Bowman, Assistant Inspector for Electric; Sue Murovic, Advisory Board of Zoning Appeals; and Mike Maloney of the Town Theatre Board of Directors, were present.

**General Substance of Matters Discussed**

1. **Discuss the Town Hall Project and related matters including issue related to selecting design professionals.** The Town Council and the Clerk-Treasurer discussed and reviewed a list of prospective architectural firms that may have some work on municipal buildings in their portfolios. The list included the following firms:

RATIO  
101 S. Pennsylvania Street  
Indianapolis, IN 46204  
(317) 633-4040

VAVREK Architects  
1522 119<sup>th</sup> Street, Suite 2  
Whiting, IN 46394  
(219) 473-7981

SHIVE HATTERY, Architects  
57 Franklin Street, Suite 201  
Valparaiso, IN 46383  
(219) 466-1400

AXIS Architecture & Interiors  
618 East Market Street  
Indianapolis, IN 46202  
(317) 264-8162

JEWELL Associates  
560 Sunrise Drive  
Spring Green, WI 53588  
(608) 588-7484

TRIAD Associates, Inc.  
5835 Lawton Loop East Drive  
Indianapolis, IN 46216  
(317) 377-5230

DLZ Associates

Councilor Herak volunteered to prepare a draft request for qualifications, for qualification-based selection.

2. **Discuss issues related to the Town Hall project and downtown properties.** It was noted that the owners of the Thrifty Cleaners and the Les Café Restaurant on Highway Avenue, had indicated some interest in selling properties. It was further noted that the redevelopment objective is to foster new investment and development as well as sustaining existing properties.

The discussion included exploring the merits of building to include space for business, perhaps the businesses willing to sell, to relocate and operate. It was noted that the civil town would operate as an owner rather than a landlord as the property management function could be outsourced. However, the income would be an added offset to costs.

Some members on the Town Council expressed preference for constructing any new Town Hall in the downtown for its comportment with the existing downtown redevelopment plan and to encourage investment in the downtown.

3. **Continued the discussion regarding the agreement with Lounges Productions for Entertainment in Summer and Fall 2017, as recommended by the Community Events Commission.** Councilor Vassar reported that he contacted the Lake County Fair Board, which was reported to be a reference for the vendor. Councilor Vassar was advised that Lounges Productions is frequently employed by it with a favorable report.

It was noted that the proposal was slightly higher than the current budget. It was further noted that the proposal's total costs might be a bundled deal, which was based upon doing both the summer and the fall events. Noting that it was unclear whether the Community Events Commission would be tasked with programming a fall event in 2017. It was noted that the agreement should be structured to allow just for the summer event, five days. It was still further noted that the price for services should not exceed \$19,000 as proposed. The Clerk-Treasurer would commend the message to Lounges Productions.

The Town Council discussed whether the current Independence Day festival model should be revisited, perhaps informed by the Pierogi Fest in Whiting. Another suggestion included perhaps moving the car show to the Main Square Park.

4. The Town Council discussed the unkempt condition of grass throughout parts of town in the areas between the street edge and the parkway. It was noted that the parkways regulations in Chapter 8.20 of the municipal code, provide that the contiguous property owner is responsible for the care and maintenance.

The Town Council discussed several sites that should receive special attention as to the care and aesthetics including the area on Indianapolis Boulevard that was the former site of Arzumanian Nursery and the site at Main Street and Kennedy Avenue. The discussion included exploring whether the responsible department would be Parks and Recreation or Public Works. The discussion included also perhaps engaging Tim's Landscaping, which is currently engaged for downtown maintenance and landscape services.

It was noted that the former Arzumanian Nursery site was on both state right of way and property controlled by Bill Petrites of Stan's Bait Shop. Councilor Herak volunteered to contact Mr. Petrites regarding his willingness to permit the Town to perform some site improvement.

With leave from the Town Council, Susan Murovic, 9214 Grace Street, Highland, provided a prepared handout to all members of the Town Council and the Clerk-Treasurer regarding her suggestion that any Town Hall be constructed in an area that is in need of redevelopment or experiencing "blight" or disinvestment. Ms. Murovic suggested as an example, the area at 2712 Condit Avenue, currently the site of Franco's Restaurant and Bar, as a site that would be greatly enhanced from such public investment. Her handout had a picture of the early railroad depot of Highland that was located on the current site of First Street.

There being no further business necessary or desired to be discussed by the Town Council, the regular study session of the Town Council of **Monday, August 15, 2016**, was adjourned at 7:43 o'clock p.m.

Michael W. Griffin, IAMC/MMC/CPFA/CPFIM/CMO  
Clerk-Treasurer